

STREETS MAINTENANCE SUPERVISOR

DEFINITION

To assign, schedule, and oversee the work of several crews involved in the maintenance, cleaning and repair of the City's streets.

SUPERVISION RECEIVED AND EXERCISED

General supervision is provided by the Streets Maintenance Manager

Responsibilities include the direct and indirect supervision of skilled and semi-skilled maintenance personnel.

EXAMPLES OF DUTIES

Duties may include, but are not limited to, the following:

Trains, supervises, assigns, and coordinates several crews involved in the maintenance and cleaning of streets and other public improvements.

Oversees street cleaning operations and coordinates the routing and scheduling of personnel.

Identifies street and sidewalk repair needs and recommends corrective action.

Arranges for and schedules appropriate equipment and materials necessary for street maintenance projects.

Responds to citizen inquiries and complaints concerning the conditions of streets and other public improvements, and on the quality of city services rendered.

Assists in the preparation and administration of the Streets Division budget and assists in the identification and formation of service level objectives.

QUALIFICATIONS

Knowledges, Abilities and Skills

Knowledge of materials, methods, and equipment and tools used in street maintenance construction and cleaning.

Knowledge of the principles and applications of performance budgeting.

Ability to assign, schedule, train and evaluate the work of subordinate personnel.

Ability to deal courteously and tactfully with the general public, city staff, contractors, and subordinates

Ability to communicate clearly and concisely both orally and in writing.

Ability to read and interpret blueprints, diagrams, construction drawings, and equipment manufacturers'.

Streets Maintenance Supervisor (continued)

Experience and Education

Any combination equivalent to the experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Four years of increasingly responsible experience in public works construction and maintenance work, INCLUDING significant supervisory experience.

Education:

Equivalent to completion of the twelfth grade.

License:

Possession of a valid Class C California Driver License.

PROBATIONARY PERIOD: One Year

791CS91

November 1983

Revised April 1991

AAP Group: 15

FPPC Status: Designated

FLSA Status: Exempt